

*Town of Long Harbour - Mount Arlington Heights
Minutes Regular Meeting
October 27, 2022*

In Attendance

Mayor Walter Keating

Councillor Wayne Kelly

Deputy Mayor Kevin McDonald

Councillor Merrill Norman

Councillor Lydia Burke

Councillor Patricia Burke

Councillor Gary Keating

Also, in attendance: Juanita Gosse, Town Clerk/Manager

CALL TO ORDER

Mayor Walter Keating called the regular meeting to order at 7:14 p.m.

ADOPTION OF AGENDA

MOTION 10-27 -22-01 Adopt Agenda

Moved by Deputy Mayor Kevin McDonald; seconded by Councillor Lydia Burke.

BE IT RESOLVED THAT the agenda be adopted as presented.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

ADOPTION OF MINUTES

MOTION 10-27-22-02 Adoption of Minutes of September 15, 2022

Moved by Councillor Wayne Kelly, seconded by Councillor Merrill Norman.

BE IT RESOLVED THAT the minutes of September 15, 2022, Regular Meeting be adopted without errors or omissions.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

MOTION 10-27-22-03 Adopt the Minutes of Special Meeting held October 24, 2022

Moved by Councillor Lydia Burke, seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT the minutes of the Special Meeting held October 24, 2022, be adopted without errors or omissions.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

BUSINESS FROM THE MINUTES

Dilapidated Buildings and Car Wrecks within the Town

- Defer to Privileged Session

Government of NL – Call for Applications for 2023-24 Municipal Capital Works

The Government of Newfoundland and Labrador has called for applications for 2023-24 Municipal Capital Works. The following resolutions were made at the council meeting held October 24, 2022 and should be ratified in this regular council meeting.

MOTION 10-24-22-01 Municipal Capital Works Application

Moved by Councillor Wayne Kelly; seconded by Councillor Gary Keating

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will apply for cost-shared funding through the Municipal Capital Works Call for Applications with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure, in the amount of \$654,592.79, for the purpose of Waterline Replacement – Phase 4, to replace the oldest HDPE waterline in Mount Arlington Heights. The Town of Long Harbour-Mount Arlington Heights agrees to provide its share of the cost-shared funding, \$59,358 for this project should it be selected for funding and acknowledges that project costs above the approved project total cost will be the sole responsibility of the Town of Long Harbour-Mount Arlington Heights.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, L. Burke

MOTION CARRIED

MOTION 10-24-22-02 Funding Town Share of 2023-24 Municipal Capital Works

Moved by Councillor Lydia Burke; seconded by Councillor Patricia Burke

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will fund their share of the 2023-24 Municipal Capital Works project from their general revenue account.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, L. Burke

MOTION CARRIED

MANAGERS REPORT

Big Head ATV Trail - Rachael Fitkowski and Susan Stephen, Landscape Architects with Mills & Wright Landscape Architecture were out in the field for a few days exploring a potential route for the ATV Trail. They report challenging terrain. Now that the field work is complete, they will take some time to analyze their findings and figure out the best proposed route for the trail. They will be back in touch over the next few weeks once they have something to share.

Coffee Break for Alzheimer's – Our Coffee Break event went well, raising \$975.00. Will Council match this amount as they did last year.

MOTION 10-27-22-04 Donation to Alzheimer's Society

Moved by Councillor Patricia Burke, seconded by Councillor Gary Keating.

BE IT RESOLVED THAT Council will match the \$975.00 raised with the Coffee Break for Alzheimer's. The total donation will be \$1,950.00.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

Asset Management – Project is moving forward. Ayla Perry submitted waterline maps for us to review. She is requesting the meeting scheduled with TRACT for November 2nd be moved to November 1st or 3rd.

- It was agreed to move the meeting to November 1, 2022 at 10:30 am.

ACOA Project - The project extension was approved. Work is ongoing on the ATV trail and community greenspace.

DELEGATIONS – None

NEW BUSINESS

Donation to Port aux Basque – Hurricane Fiona

To offer assistance to the residents of Port aux Basque who were drastically affected by hurricane Fiona, the town of Long Harbour-Mount Arlington Heights will make a donation to the Red Cross. This amount will be matched by the Federal Government.

MOTION 10-27-22-05 Donation to the Red Cross - Port aux Basque

Moved by Councillor Merrill Norman; seconded by Deputy Mayor Kevin McDonald.

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights approves donating \$5,000.00 to the Red Cross - Port aux Basque.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

Government of NL – Notification of Project Approval

The government of Newfoundland and Labrador is pleased to advise that funding in support of our AP-MCW-22032- Waterline Replacement Phase II has been approved.

Council’s next step in accepting this funding is to make a resolution to enter into this Agreement.

MOTION 10-27-22-06 Approval of Funding for AP-MCW-22032-Waterline Replacement Phase II

Moved by Councillor Wayne Kelly; seconded by Councillor Merrill Norman.

BE IT RESOLVED THAT, we the Ultimate Recipient, The Town of Long Harbour-Mount Arlington Heights accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated 21st day of October 2022, Project Number AP-MCW-22032 Waterline Replacement Phase II with a total project value of \$482,888.00. This council agrees to provide the Ultimate Recipient share value of \$42,790 in funding for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of The Town of Long Harbour-Mount Arlington Heights.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, L. Burke, M. Norman

MOTION CARRIED

Voting Delegates for the MNL Convention

Voting delegates for the MNL Convention must be appointed by Council via motion. Mayor Keating and Deputy Mayor McDonald are scheduled to attend the convention and should be appointed voting delegates.

MOTION 10-27-22-07 Appoint Voting Delegates for MNL Convention

Moved by Councillor Lydia Burke; seconded by Councillor Patricia Burke.

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights appoints Mayor Keating and Deputy Mayor Kevin McDonald as voting delegates for the MNL Convention.

In Favor: Mayor Walter Keating

Deputy Mayor Kevin McDonald

Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

Emergency Management - Update Council Committee and Emergency Planning Committee

Our Emergency Management Committee must be updated. Members on the Council Committee are usually the Mayor, Deputy Mayor, Town Manager and two councillors.

MOTION 10-27-22-08 Appoint Emergency Council Committee

Moved by Councillor Patricia Burke; seconded by Councillor Gary Keating.

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights appoints Mayor Keating and Deputy Mayor Kevin McDonald, Councillors Merrill Norman, and Wayne Kelly as the Emergency Council Committee.

In Favor: Mayor Walter Keating

Deputy Mayor Kevin McDonald

Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

The Emergency Management Committee is usually the Mayor, Deputy Mayor, an Emergency Management Coordinator, currently this is Deputy Mayor Kevin McDonald, Town Manager, Fire Chief, and one councillor

MOTION 10-27-22-09 Appoint Emergency Planning Committee

Moved by Councillor Lydia Burke; seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights appoints Mayor Keating and Deputy Mayor Kevin McDonald, Councillor Merrill Norman, the Town Manager and the Fire Chief as the Emergency Planning Committee.

In Favor: Mayor Walter Keating

Deputy Mayor Kevin McDonald

Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

- It was agreed to schedule a meeting with these Emergency Management Committees after the MNL Convention.

Introduction from Emergency Services Division

Email introduces Caitlin Yard the Regional Emergency Management and Planning Officer. Her job is to help municipalities develop/strengthen their emergency management programs to increase their emergency preparedness, response/recovery capabilities, and disaster resilience. Caitlin is available to meet with Council to discuss emergency management issues.

- It was agreed to schedule a meeting with Caitlin Yard after our Emergency Management Committee Meetings.

Eastern Regional Service Board

The Eastern Regional Service Board provides waste management to the Isthmus Area and the agreement for services expires as of April 2023. The 2022 and 2023 fee for service is \$200.00 per household. This fee covers all waste management services including garbage collection, recycling collection and bulk collection. To continue participating in the regional waste collection service for the 36-month contract a motion of council is required.

MOTION 10-27-22-10 Waste Management 2023-2026

Moved by Councillor Patricia Burke; seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will participate in the Eastern Waste Management for the next 36-month term.

In Favor: Mayor Walter Keating

Deputy Mayor Kevin McDonald

Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

Crescent Collegiate – Student Award Program

Crescent Collegiate thanks the town council for their continued support and once again asks that we support the 2022/23 Student Award Program.

MOTION 10-27-22-11 Crescent Collegiate Student Award Program

Moved by Councillor Wayne Kelly; seconded by Councillor Merrill Norman.

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will support Crescent Collegiate Student Award Program with a donation of \$500.00.

In Favor: Mayor Walter Keating

Deputy Mayor Kevin McDonald

Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

Code of Conduct Policies

The Code of Conduct Policies, Respectful Workplace, Confidentiality and Access to Information and Conflict of Interest, written by JW Consulting Associates were copied for all councillors to review.

MOTION 10-27-22-12 Code of Conduct Policy Addendum

Moved by Deputy Mayor Kevin McDonald; seconded by Councillor Lydia Burke.

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will adopt the Code of Conduct Policy Addendum, as presented, specifically relating to:

Human Resources Policy 1 – Respectful Workplace

Human Resources Policy 2 – Confidentiality and Access to Information; and

Human Resources Policy 3 – Conflict of Interest

In Favor: Mayor Walter Keating

Deputy Mayor Kevin McDonald

Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

50+ Club – Christmas Dinner

The 50+ Club will co-host the annual Community Christmas Party again this year. They thank Council for their financial contributions and would once again ask that Council support this year's Christmas Party. Any amount would be greatly appreciated.

MOTION 10-27-22-13 50+ Club Christmas Party

Moved by Councillor Merrill Norman; seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will support the 50+ Club's Christmas Party with a donation of \$1,000.00.

In Favor: Mayor Walter Keating

Deputy Mayor Kevin McDonald

Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

Donation Request from Ronald McDonald House

Ronald McDonald House thanks you for your ongoing support and is requesting a donation. Council gave \$1,000 in May of 2021.

MOTION 10-27-22-14 Donation to Ronald McDonald House

Moved by Deputy Mayor Kevin McDonald; seconded by Councillor Lydia Burke.

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will support Ronald McDonald House with a donation of \$1,000.00.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

Email from Resident - 2023 Tax Structure

During the 2023 municipal budget process, resident is asking Council to apply the 20% discount to the residential water fees as well as the residential property tax.

- It was agreed to consider this issue during the budget process.

DEVELOPMENT

FINANCE

Cheque and Visa List

The cheque list was presented covering the period from September 16, 2022, to October 27, 2022 in the amount of \$73,574.22, and the Visa Statement for September in the amount of \$1,061.35 and the Visa Statement for October in the amount of \$1,818.28.

MOTION 10-27-22-15 Cheque List and Visa Statement

Moved by Councillor Patricia Burke; seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT the cheque list for the period of September 16, 2022 to October 27, 2022 in the amount of \$73,574.22 is approved for payment. Also approved the Visa statements for September in the amount of \$1,061.35 and the Visa Statement for October in the amount of \$1,818.28.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

Cash Analysis: Cash analysis was copied to all councillors

CORRESPONDENCE

Eastern Regional Service Board

The letter from the Eastern Regional Service Board and attached 2023 Fee Schedule is copied for all councillors to review.

Orientation Training – Fall 2022

The objective of the Orientation Training is to increase awareness and understanding of:

1. Roles and responsibilities of councillors and CAO's
2. Council meetings and procedures of Council
3. Conflict of interest
4. Council budgets and financial management

Email from JW Consulting Associates – Code of Conduct Training

In accordance with Bill 37 of the Municipal Conduct Act for all employees and members of Council, training on the Municipal Code of Conduct is now required by law and must be completed by November 30, 2022.

JW Consulting Associates can bring the training to Council. Cost of training for one day is \$2,000 plus HST or one day plus an evening for \$3,000 plus HST.

- It was agreed to meet on November 8th at 4:00 pm to discuss the Code of Conduct documents.

Proclamation – Miles for Smiles

The Miles for Smiles Foundation advocate for the support, awareness, and prevention of child abuse are asking Council to proclaim the month of October as Child Abuse Prevention Month.

Moved by Deputy Mayor Kevin McDonald; seconded by Councillor Patricia Burke.

RESOLUTION 10-27-22-16 Miles for Smiles Proclamation

Whereas: Children are the foundation for the prosperous and innovative society, and the foundation for a child's growth and development is established when the community takes responsibility for creating healthy environments where our children can thrive;

Whereas: All children deserve to have a safe, stable, nurturing home and community to foster their healthy growth and development;

Whereas: Child abuse and neglect is an important societal concern that may affect the long-term health and well being of not only children, but also the adults they become;

Whereas: Child abuse and neglect impacts our entire society and our society's future;

Whereas: Child abuse prevention is a shared responsibility and finding solutions requires the involvement and collaboration of citizens, organizations, and government entities;

Whereas: this month, we emphasize the importance of understanding the devastating problem of child abuse and neglect; and commit to learn more about the behavioral and physical signs of possible abuse.

Therefore Be It Resolved That: We, the Town Council of Long Harbour-Mount Arlington Heights, do hereby proclaim the month of October 2022 to be Child Abuse Prevention Month in Long Harbour-Mount Arlington Heights and urge all citizens to work together to help reduce child abuse and neglect significantly in years to come.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

NOTICE OF MOTION – None

COMMITTEE REPORTS

DATE FOR NEXT MEETING – November 17, 2022

ADJOURNMENT

MOTION 10-27-22-17 Adjournment

Moved by Deputy Mayor Kevin McDonald, seconded by Councillor Merrill Norman.

BE IT RESOLVED THAT the meeting be adjourned to a privileged session at 8:12 pm.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

Regular Meeting Resumed at 8:25 pm

Dilapidated Buildings and Car Wrecks

MOTION 10-27-22-18 Dilapidated Buildings and Car Wrecks

Moved by Councillor Wayne Kelly, seconded by Councillor Merrill Norman.

BE IT RESOLVED THAT Council will follow up with a second letter via registered mail, advising the owners of dilapidated buildings, properties, and car wrecks, of Council's authority to have dilapidated buildings and car wrecks removed and the process of same.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED

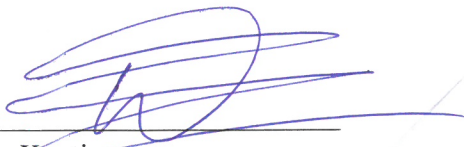
MOTION 10-27-22-19 Adjournment

Moved by Deputy Mayor Kevin McDonald, seconded by Councillor Patricia Burke.

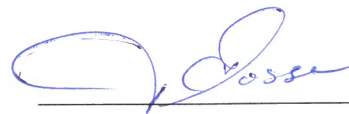
BE IT RESOLVED THAT the meeting be adjourned at 8:27 pm.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly, P. Burke, M. Norman, L. Burke

MOTION CARRIED



Walter Keating
Mayor



Juanita Gosse
Town Clerk/Manager